

Honeywell**DEFENDANT'S
EXHIBIT**18 2/27/07
Young

Date: March 15, 2006

From: Kenneth A. Erickson - Project Manager

Subject: Honeywell - The Five Initiatives and 12 Behaviors
Fort Rucker Site Policies # 06-01 - # 06-09

The PDS Program allows for a more concise way of measuring and documenting an employee's job performance. During your face-to-face meeting with your section supervisor and myself you will receive the following:

- ☒ 2005 (PDS) Performance Development Summary
- ☒ Finalization of 2005 Goals
- ☒ 2006 Goal Summary Roll-out and discussion
- ☒ Verbal overview of Fort Rucker site policies # 06-01 - # 06-09
- ☒ # 06-01 - Vacation Leave / LNP-G / LNP-P Policy
- ☒ # 06-02 - Paid Absence Allowance (PAA) Policy
- ☒ # 06-03 - Contract Vehicle and Tool Security Policy
- ☒ # 06-04 - Range Safety Briefing Policy
- ☒ # 06-05 - PMCS - Vehicle and Equipment Maintenance Policy
- ☒ # 06-06 - Equipment Facility (SOP) Standard Operating Procedure
- ☒ # 06-07 - Standard Work Schedule / Comp Time / Tardiness Policy
- ☒ # 06-08 - Lock Out Tag Out Policy
- ☒ # 06-09 - Disciplinary Action Policy
- ☒ Honeywell's "The Five Initiatives and 12 Behaviors" on which your PDS / Goals are based
- ☐ Reference Guide - New Grading System on PDS Form
- ☐ Individual Topic: _____
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- ☐ Individual Topic: _____

By signing this document I am acknowledging that I have received the above information as part of my annual performance review. My Project Manager and section supervisor provided me with both verbal and written counseling regarding site Policy # 06-01 through # 06-09.

Employee - Print Name: Curley Young JR.

Employee - Signature: Curley Young Jr.

Section Supervisor - Print Name / Signature: Terry Temple / Terry S. Temple

Project Manager - Kenneth A. Erickson: Kenneth Erickson